

Pre-RFP Informational Session Agenda  
RFI-10-20  
Indiana State Department of Health (ISDH)  
Courier and Logistics Services  
ISDH will be hosting a Pre-RFP Informational Session on:

**October 1, 2009  
1:30 p.m., ET  
Indiana Government Center South  
Conference Center Room 19  
402 W. Washington Street  
Indianapolis, IN 46204**

The public must enter Indiana Government Center buildings through a designated public entrance. The public entrance to Indiana Government Center South is located at 302 West Washington Street (the eastern-most Washington St. entrance). This entrance will be equipped with metal detectors and screening devices monitored by Indiana State Police Capitol Police. Passing through the public entrance may take some time. Please be sure to take this information into consideration when planning your trip to the Indiana Government Center.

- I. Introductions
- II. Discussion of Request for Proposal (RFP) process by Indiana Department of Administration
- III. Discussion of Minority and Women's Business Enterprise Requirements
- IV. Description of the RFP:

The Indiana State Department of Health (ISDH) will be seeking to partner with a vendor to pilot a state-wide courier system. Courier and logistics services are needed for establishing a network for transport of clinical and environmental samples for testing at the ISDH Laboratories as well as distribution of related materials from the ISDH Laboratories back to sample submitters. The ISDH is also interested in the transport of clinical samples and related materials between certain categories of facilities. The courier service would coordinate closely with ISDH staff to develop the route schedule. Adoption of chain-of-custody procedures and temperature control of the transport containers for some of the samples types involved would be required.

The ISDH looks forward to an open and productive discussion with vendors on probable specifications, requirements, and limitations.

V. Questions and Answers

VI. Adjournment

Prior Solicitation: N/A

Additional Information  
IDOA PROCUREMENT LINKS AND NUMBERS

<http://www.IN.gov/idoa/2354.htm> - “State of Indiana Opportunities”

1-877-77BUYIN (8946) For Vendor Registration Questions

<http://www.in.gov/idoa/2464.htm>

For Inquiries Regarding Substantial Indiana Economic Impact

- A. Secretary of State of Indiana  
Can be reached at (317) 232-6576 for registration assistance - [www.in.gov/sos](http://www.in.gov/sos)
- B. Indiana Economic Impact Form  
Online version available at <http://www.IN.gov/idoa/2354.htm> - “State of Indiana Opportunities”
- C. Minority and Women Owned Business Enterprises  
<http://www.in.gov/idoa/2352.htm> For more information and IDOA certified MBEs and WBEs.
- D. RFP Posting and Updates  
<http://www.IN.gov/idoa/2354.htm> - “State of Indiana Opportunities”
- E. Information Technology (IT) Standards and Policies - <http://in.gov/iot/2394.htm>